



## Memorandum of Understanding

This memorandum of understanding is between the Mentor and the Protégée participating in the Caltrans District 7 Mentor-Protégé Program.

<b>Mentor Name:</b>	
<b>Address:</b>	
<b>City/Zip</b>	
<b>Contact Person 1 (Name/Tel/E-mail)</b>	
<b>Contact Person 2 (Name/Tel/E-mail)</b>	
<b>Business Focus:</b>	1. 2.

<b>Protégé</b>	
<b>Address:</b>	
<b>City/Zip</b>	
<b>Contact Person 1 (Name/Tel/E-mail)</b>	
<b>Contact Person 2 (Name/Tel/E-mail)</b>	
<b>Business Focus:</b>	1. 2.

### I- Goals & Objectives Defined:

1. Mentor to assist Protégé in Business in Operational Functions.
- 2.
3. -----
4. -----
5. -----

### II- Method or Approach in meeting the Goals & Objectives:

1. Mentor/Protégée to meet Biweekly/Monthly
2. Mentor/Protégée to identify future teaming opportunities
- 3.

SAMPLE

**III- MOU Duration: This Mentor/Protégée Agreement is for ☐ 1 year ☐ 2 years.**

**IV- Define Success Measures:**

1. Mentor to assist Protégé in Business in Operational Functions.
- 2.

<b>Mentor:</b>	<b>Protégé:</b>
Reviewed & Approved by:	Reviewed & Approved by:
Signature:	Signature:
Date:	Date:

**\*\* Upon completion, please file this MOU with the following: Contract Manager, Mr. Jay Shah, Office of Consultant Services, Program & Project Division, MS # 2,100 South Main Street, Los Angeles, CA 90012**